



**ANGUS HEALTH AND SOCIAL CARE**

**INTEGRATION JOINT BOARD – 9 DECEMBER 2020**

**REVIEW OF THE INTEGRATION JOINT BOARD'S GUIDE TO INFORMATION**

**REPORT BY ALISON CLEMENT, CLINICAL DIRECTOR**

**ABSTRACT**

The report seeks approval from the Board for the adoption of a revised Guide to Information for the Board in compliance with its duties under section 23 of the Freedom of Information (Scotland) Act 2002.

**1. RECOMMENDATION (s)**

It is recommended that the Integration Joint Board: -

- (i) Approve the revised Guide to Information; and
- (ii) Approve the timescale for implementation of the guide.

**2. BACKGROUND**

As part of its duties under the Freedom of Information (Scotland) Act 2002, the Integration Joint Board is required to have a Publication Scheme and publish a Guide to Information published by the Board. The Board is required to ensure the Guide to Information is regularly reviewed and updated.

In June 2019 the IJB approved an information governance strategy for the Health and Social Care Partnership and supporting policies including a policy on Access to Information held by the Partnership (Report 39-19 and appendices 1 and 4 refer). The policy on Access to Information committed the Board to reviewing and expanding the Guide to Information to bring it into line with the minimum standards set out by the Scottish Information Commissioner. The objective was also included in the Board's response to the Report of the Ministerial Steering Group in August 2019 (Report 55-19 refers).

**3. CURRENT POSITION**

The current situation is that the information which is required to be available to the public is reliant on freedom of information requests. This process is time consuming, particularly managing repeat requests for similar information. This places considerable burdens on our workforce, increases risks of errors and restricts access to information to those able and willing to negotiate the system. The guide has been updated to ensure all data which is required to be freely available, is published on the Angus HSCP's internet site with a consistent approach, accessibility to the public will be improved in line with the requirements of the Information Commissioner and quality of information provided can be better assured.

A revised Guide to Information has now been produced following consultation within the Health and Social Care Partnership and is appended to this report as **Appendix 1**. The new guide is now consistent with the minimum standards expected by the Scottish Information Commissioner and commits the Board to publish a much wider range of

information than it has hitherto. The main mechanism for publication of information specified in the guide will be through the Partnership's website at [www.angushscp.scot](http://www.angushscp.scot) and Open Data portal at <http://opendata.angus.gov.uk/organization/angus-health-and-social-care-partnership>.

All the information which will be published under the new guide is information which is currently available to the public by means of a freedom of information request. By making it available proactively on the partnership's website it is anticipated that the volume of freedom of information requests received by the partnership or by Angus Council and NHS Tayside in relation to the partnership.

The publication of an expanded range of information will serve to further demonstrate the Board's commitment to the principles of openness and transparency in the way it conducts its business and empower the residents and communities of Angus to engage and contribute to the work of the partnership.

#### 4. PROPOSALS

There is a significant amount of work required to develop the partnership's website to collate and present the information set out in the guide in a way which is easy to access, navigate, and understand.

It is proposed that this will be carried out incrementally over the period to June 2021. This timescale has been selected in the light of the continuing demand on staff resources arising from the current pandemic and uncertainty as to how long those pressures will continue.

#### 5. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

#### 6. OTHER IMPLICATIONS – if applicable

No other implications arising from this report have been identified.

#### 7. DIRECTIONS

The Integration Joint Board requires a mechanism to action its strategic commissioning plans and this is provided for in Section 26 to 28 of the Public Bodies (Joint Working) (Scotland) Act 2014. This mechanism takes the form of binding directions from the Integration Joint Board to one or both of Angus Council and NHS Tayside.

| Direction Required to Angus Council, NHS Tayside or Both | Direction to:                 |   |
|--|-------------------------------|---|
|  | No Direction Required         | X |
|  | Angus Council                 |   |
|  | NHS Tayside                   |   |
|  | Angus Council and NHS Tayside |   |

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List of Appendices:

Appendix 1: Revised Guide to Information